



eMAssist

Implementation of the Air Program Information Management System (APIMS) Inspection Module

2009 Environment, Energy and
Sustainability Symposium and Exhibition

Report Documentation Page			Form Approved OMB No. 0704-0188	
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1. REPORT DATE MAY 2009	2. REPORT TYPE	3. DATES COVERED 00-00-2009 to 00-00-2009		
4. TITLE AND SUBTITLE Implementation of the Air Program Information Management System (APIMS) Inspection Module			5a. CONTRACT NUMBER	
			5b. GRANT NUMBER	
			5c. PROGRAM ELEMENT NUMBER	
6. AUTHOR(S)			5d. PROJECT NUMBER	
			5e. TASK NUMBER	
			5f. WORK UNIT NUMBER	
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES) 75th Air Base Wing, 75ABW/CEG/CEVC, Hill AFB, UT, 84056			8. PERFORMING ORGANIZATION REPORT NUMBER	
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)			10. SPONSOR/MONITOR'S ACRONYM(S)	
			11. SPONSOR/MONITOR'S REPORT NUMBER(S)	
12. DISTRIBUTION/AVAILABILITY STATEMENT Approved for public release; distribution unlimited				
13. SUPPLEMENTARY NOTES Presented at the NDIA Environment, Energy Security & Sustainability (E2S2) Symposium & Exhibition held 4-7 May 2009 in Denver, CO.				
14. ABSTRACT				
15. SUBJECT TERMS				
16. SECURITY CLASSIFICATION OF: a. REPORT b. ABSTRACT c. THIS PAGE unclassified unclassified unclassified			17. LIMITATION OF ABSTRACT Same as Report (SAR)	18. NUMBER OF PAGES 18
19a. NAME OF RESPONSIBLE PERSON				



OUTLINE

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2. Hill AFB Background
3. The APIMS Inspection Module
 - Feature Overview
 - Minimizing Risk and Cost
 - Maintaining Accurate and Complete Information
 - Detailed Features
 - Accessing Data/Performing Tasks
4. Summary

WHAT IS APIMS?

- > Managing compliance-related information is often challenging
 - Multiple, sometimes overlapping regulations
 - Establishment of procedures for assessing compliance
 - Extensive recordkeeping requirements

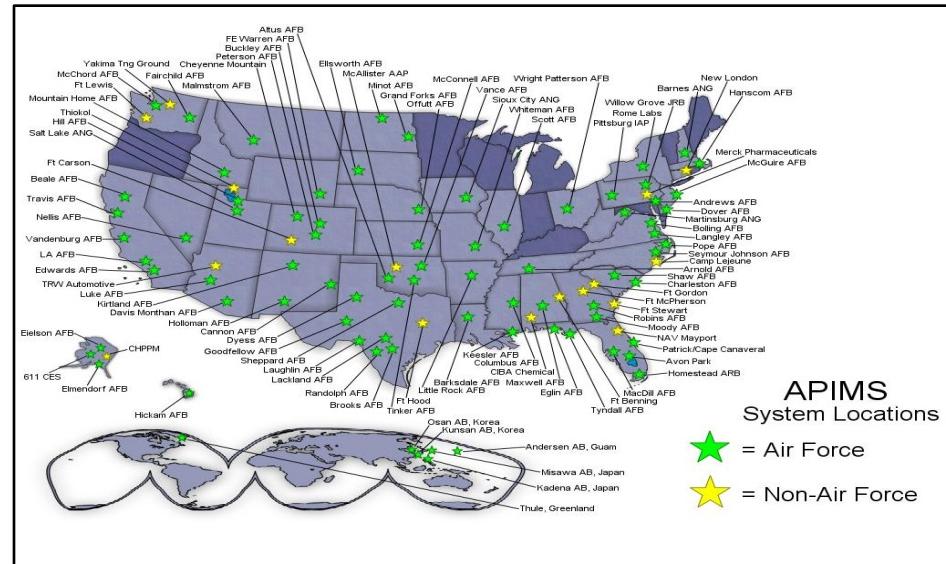


- > The APIMS inspection module simplifies the process



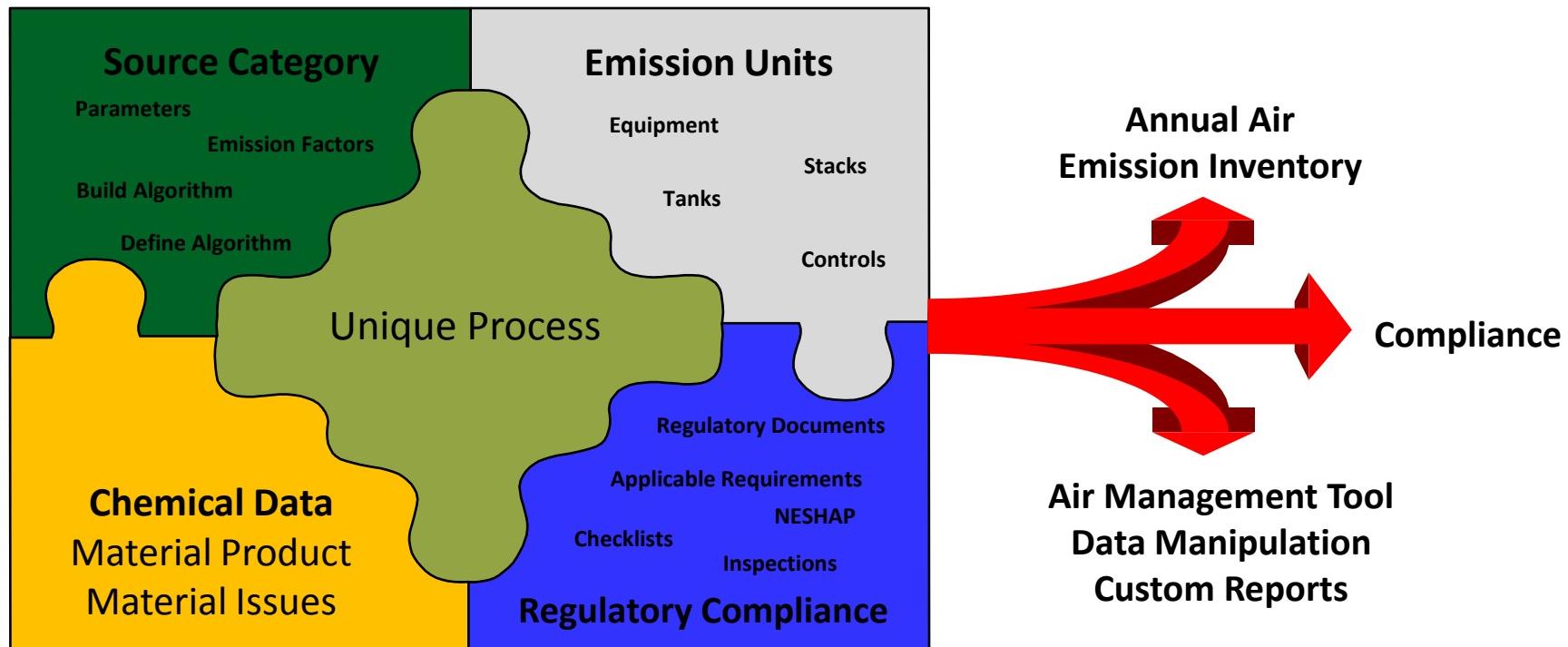
WHAT IS APIMS?

- > Automated, web-based system for managing air quality compliance data
- > Used at over 60 U.S. Military installations
- > Complies with all AF IT security requirements





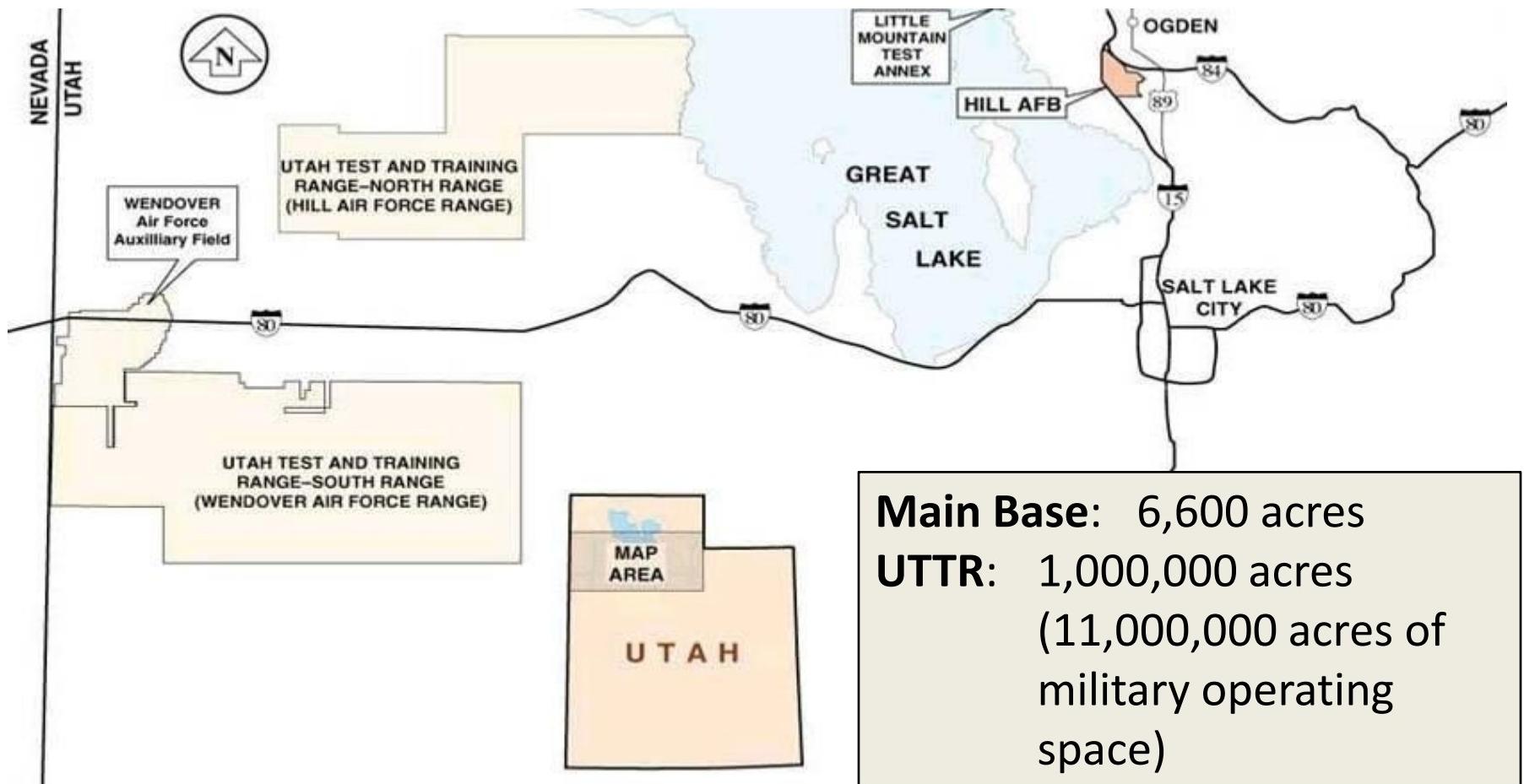
WHAT IS APIMS?





HILL AFB BACKGROUND

Hill AFB—a Large Facility:



Main Base: 6,600 acres
UTTR: 1,000,000 acres
(11,000,000 acres of military operating space)

APIMS INSPECTION MODULE:

Feature Overview



The APIMS Inspection Module Offers:

- > Web-based compliance management for environmental protocols (e.g. Air, hazmat, hazwaste, etc.)
 - Monitoring
 - Recordkeeping
 - Reporting
- > Inspection frequencies and results
- > Inspectable source/process/equipment inventory lists
- > Process-specific inspection checklists
- > Customizable reports



The APIMS Inspection Module Offers, Cont'd:

- > Automatic email notifications of deviations and other actions performed in the system
- > Release limits
- > Consumption/usage data
- > Rolling totals
- > Corrective action tracking
- > Trend analyses
- > Default user preferences
- > User workbaskets

APIMS INSPECTION MODULE:

Minimizing Risk and Cost



APIMS Inspection Module Reduces Risk by:

- > Maintaining accurate and complete information
 - Requirements
 - Processes and equipment
 - Checklists
- > Managing audits
 - Routine/non-routine
- > Daily monitoring of organization inspections
 - Prompt corrective action
 - Ensure required inspections completed

APIMS INSPECTION MODULE:

Minimizing Risk and Cost



Results:

- > Reduced time required to manage inspections by over 70% (5,000 to 1,400 hours)
- > Reduced air quality permit deviations (alone) by 80%

Function	Approach, Hours	
	Old	New
Oversight		
Reporting	520	130
Managing Checklists, Sites, Inspection Data	804	220
Organization		
Reporting	3328	832
Managing Checklists, Sites, Inspection Data	385	182

APIMS INSPECTION MODULE:

Maintain Accurate and Complete Information



Checklist Management:

- > Centralized inspection checklists for each process
- > Ensures correct monitoring and recordkeeping as regulatory requirements

ABRASIVE BLASTING OPERATOR/UEC CHECKLIST AEROSPACE NESHAP				
AQUIS NUMBER	BUILDING	MONTH/YEAR	OPERATOR/SUPERVISOR NAME	UEC NAME
OPERATOR or SUPERVISOR	1. Abrasive blast media usage is recorded (in pounds) on the media usage log each time media is added to blasting equipment. <i>II.B.2.a</i>			Operator/Supervisor Initials/Date/Time (Monthly)
	2. Equipment is maintained in good mechanical condition. (All maintenance actions performed on the equipment are documented using an AFMC Form 355, AFTO Form 244, Maintenance Log, FEMS, Trouble Call Log, or other suitable form) <i>II.B.1.b</i>			
	3. All abrasive blasting is done within the blast booth/enclosure and all air exits through the dust collection system. <i>II.B.3.b (3)</i>			
	4. *A differential pressure gauge is installed across the filter banks and is read and recorded on a log at least once per shift. (If pressure reading is outside of established limits, or there is an unexpected pressure drop, operation is shut down immediately and the UEC is notified.) <i>II.B.3.b 1</i>			
UEC	5. Blast media consumption is entered into a CEV data system (or sent to CEV using Air Reports folder) for this process by the 10 th of each new month using operator usage logs. <i>II.B.2.a</i>		UEC Initials/Date/Time (Monthly)	
	6. A monthly visual emissions observation (VEO) is conducted and documented on this form. <i>II.B.3.a</i> Date: _____ Time: _____ Emissions Observed: Yes or No			
	7. A Method 9 evaluation is performed within 24 hours if emissions are observed during the monthly VEO. (opacity limit is 40% for Aerospace NESHAP blast booths) <i>II.B.3.a</i>			
	8. Process and equipment changes are pre-coordinated with CEV. (Submit a New Source Sheet and CEV will submit a 7-day notification of new equipment installation to UDAQ) <i>II.B.2.b</i>			
	9. All equipment malfunctions or limit exceedences are reported to CEV immediately. <i>II.B.3.b.2</i>			
	10. Operator/UEC checklists, all material usage logs, and records of all maintenance performed on this unit are available and maintained for five years. <i>I.S.1.a</i>			
	11. CEV was notified promptly of any potential Title V deviations. <i>I.S.2.c</i>			
	12. This log-entry documents that a visual inspection was performed to determine compliance with the items listed in the operator section of this Operator/UEC Checklist and that all information on the checklist is true, accurate, and complete. <i>I.S.1.a</i>			

APIMS INSPECTION MODULE:

Detailed Features



Inspection Management:

- > Inspection records
 - Data entered via inspection checklist screen
 - Regulatory conditions that were met/violated are included
 - Corrective actions are recorded and tracked
- > System can be configured to
 - Generate inspections
 - Route inspection through workflow

A screenshot of the APIMS Inspection Module software. The window title is 'INSPECTION EVENT (INSP_EVENT)'. The interface includes a toolbar at the top with icons for file operations like Open, Save, Print, and Help. Below the toolbar are several input fields and checkboxes. On the left, there's a 'DEFINITION NAME' field containing 'ISSOLURFO NONAERO UEC MONTHLY', a 'PROCESS ID' field with 'ICD11708110-8110', and a 'SERIAL NO.' field. To the right of these are checkboxes for 'ONE TIME EVENT' and 'SUPPORTING DOCUMENTS', and dropdowns for 'AIR EQUIP ID', 'EVENT TYPE', 'TARGET START DATE', and 'TARGET END DATE'. A radio button group for 'INSPECTION RESULTS' shows 'REPORTABLE FINDINGS' selected. In the center, there's a section for 'COMMENTS' and dropdowns for 'STATUS' and 'INSPECTION COMPLETION DATE'. Below this is a 'INSPECTION' section with a table. The table has columns for 'QUESTION', 'ACCEPT ALL', 'YN', 'VALUE', 'COMMENTS', and 'CORRECT ACTION FLAG'. There are multiple rows of questions related to inspection standards and corrective actions. At the bottom of the window, there are two date fields: 'Inspection Event Entry Date' (2008/10/18) and 'Inspection Event Revision Date' (2008/12/03).

APIMS INSPECTION MODULE:

Detailed Features



- > Auto-generated emails notify affected parties of inspection results
 - Increases visibility

A screenshot of an Outlook-style email client window. The subject line is "FW: Inspection Event for PROCESS ID - ICD13023287--36938 has been completed with a status of No Findings. - Message (Plain Text)". The message body contains the following text:

-----Original Message-----
From: DAVID.COLEMAN.CTR@HILL.AF.MIL.via.CCS/APIMS.SERVER [mailto:DAVID.COLEMAN.CTR@HILL.AF.MIL.via.CCS/APIMS.SERVER]
Sent: Tuesday, February 03, 2009 2:26 AM
To: VanSkiver, Jennifer S CTR USAF AFMC 75 CEG/CEVC
Subject: Inspection Event for PROCESS ID - ICD13023287--36938 has been completed with a status of No Findings.

This is an automated email notification sent to you by the Air Program Management System (APIMS).

This email is to inform you that an Inspection Event has been completed with no findings by COLEMAN - COLEMAN DAVID.

INSPECTION EVENT INFORMATION
Inspection Type: Periodic
Inspection Frequency: 3-MONTH(S)
Work Assignment: AIR OVERSIGHT INSPECTOR
Functional Area: AIR QUALITY
Event Start Date: 2009/01/01
Event End Date: 2009/03/31
Inspector Name: COLEMAN DAVID
Performed Date: 2009/02/02

SOURCE INFORMATION
Process ID: ICD13023287--36938
Process Name: DEGR - IMMERSION - SOLVENT 182604
Organization: 75ABW-DDHU/ME
Building: 845

CONTACT INFORMATION
AIR OVERSIGHT INSPECTOR- COLEMAN DAVID.
ALTERNATE ENVIRONMENTAL POINT OF CONTACT- FITCH TODD.
ENVIRONMENTAL REPRESENTATIVE- WINN RICKY M.
UNIT ENVIRONMENTAL COORDINATOR- AHRENS CRAIG S.

INSPECTION COMMENTS

APIMS INSPECTION MODULE:

Detailed Features



9 Types of Customizable Reports:

Home Tasks ► Reports ► Administration ► Community ► Help ►

Select Report:

- Inspect Complete
- Inspect Complete (Spot)
- Inspect Findings
- Inspect In Progress
- Inspect Remain
- Inspect Remain and Complete
- Inspect Summary
- Inspect Summary Prct Complete
- Source List

Functional Area:

- SAFETY
- AIR QUALITY
- HAZARDOUS MATERIALS
- HAZARDOUS WASTE

Facility: ALL

Frequency: ANNUAL

Period: Previous Current

Start Date: 1/1/2009

End Date: 12/31/2009

Organization:

- 309MXW
- 388FW
- 419FW
- 526ICBMSW
- 75ABW

Sub Organization:

-

Buttons:

- Select All
- Clear All
- Populate Sub Orgs
- Select All
- Clear All
- Delete Sub Orgs

Show Report

APIMS INSPECTION MODULE:

Accessing Data/Performing Tasks



- > Wide array of filtering criteria allow users to access very precise data without need for manual manipulation
 - Filter on multiple criterion including event dates, equipment ID, environmental media type (e.g. air, waste, etc.), owning organization, user, etc.

A screenshot of the APIMS Inspection Module's "QUERY_WINDOW" interface. The window has a toolbar at the top with buttons for Action, Edit, Menu, Field, Record, Query, Help, and Window. Below the toolbar are several input fields: "EVENT START DATE FROM" and "EVENT START DATE TO" (set to 2009/02/26), and "INSPECTION FREQUENCY". The main area is divided into sections for "PROCESS INFORMATION", "FUNCTIONAL AREA", "RUG CODE", "NOTICE CODE", "WORK ASSIGNMENT", "USER", "DIRECTORATE", "EQUIPMENT INFORMATION", and "SORT RESULTS BY". Each section contains dropdown menus or lists for selecting specific data. At the bottom are buttons for "RESTORE DEFAULTS", "EXECUTE QUERY", and "CANCEL".

The "PROCESS INFORMATION" section includes fields for UNIQUE ID, PROCESS ID, BASE SPECIFIC ID, 'LOCAL PROCESS NAME', 'BUILDING NO', SOURCE CATEGORY CODE, and 'UNIT ORG'.

The "FUNCTIONAL AREA" section includes dropdowns for HAZARDOUS MATERIALS and HAZARDOUS WASTE.

The "RUG CODE" and "NOTICE CODE" sections each have dropdowns for RUG CODE and NOTICE CODE.

The "WORK ASSIGNMENT" section includes dropdowns for UNIT ENVIRONMENTAL COORDINATOR and USER (set to SWINGER ANTHONY).

The "USER" section includes dropdowns for USER and DIRECTORATE (set to 309EMXG, 309MMXG, and 309MXSG).

The "DIRECTORATE" section includes dropdowns for DIRECTORATE.

The "EQUIPMENT INFORMATION" section includes dropdowns for SERIAL NO, AIR EQUIP ID, and 'MODEL NO'.

The "SORT RESULTS BY" section allows users to sort results by SORT CRITERIA 1 (BASE SPECIFIC ID), SORT CRITERIA 2 (FUNCTIONAL AREA), SORT CRITERIA 3 (UNIT ORG), and SORT CRITERIA 4. For each criterion, users can choose ASCENDING or DESCENDING order.

APIMS INSPECTION MODULE:

Accessing Data/Performing Tasks



- > Workbasket and default user settings enable users to access pertinent data quickly
 - Workbasket shows inspection items specific to a user
 - Default user settings reduce need to filter data manually

A screenshot of the APIMS Inspection Module interface titled "INSPECTION WORKBASKET (WORKBASKET)". The window includes a menu bar with Action, Edit, Menu, Field, Record, Query, Help, and Window. Below the menu is a toolbar with various icons. The main area is divided into sections: "WORKBASKET", "INSPECTIONS", "REVIEW/IN-PROGRESS", "NOTIFICATIONS", and "NON-PERIODIC EVENTS". The "INSPECTIONS" section contains a table with columns: PROCESS UNIQUE ID, BASE SPEC ID, *RUG CODE, *BLDG NO, *LOCAL PROCESS NAME, *UNIT ORG, PROCESS STATUS, *FUNCT AREA, and PROXY. The table lists several inspection items, each with a checkbox in the first column. At the bottom of the screen, there are status bars for "# OF DISPLAYED INSPECTIONS" (51), "# OF DISPLAYED NOTIFICATIONS" (4653), "# OF DISPLAYED REVIEW/IN-PROGRESS INSPECTIONS" (0), and "# OF DISPLAYED NON-PERIODIC DEFINITIONS" (2250).



SUMMARY

The APIMS Inspection Module:

- > Reduces risk
- > Complies with AF IT security requirements
- > Is comprehensive
 - Monitoring, recordkeeping, reporting for air, hazmat, and hazwaste
- > Offers highly-tailored data filtering capabilities
- > Includes advanced user default settings



75TH AIR BASE WING

EMAssist

Steve Rasmussen
75ABW/CEG/CEVC
(801) 777-0359
Steve.Rasmussen@hill.af.mil

David Hansell
EM-Assist, Inc.
(801) 775-6902
DHansell@EM-Assist.com